



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
May 21, 2024

TOPIC: Purchase of Eight Electric Vehicles for the Public Works Agency and Planning and Building Agency

AGENDA TITLE

Approve an Appropriation Adjustment and Award a Purchase Order to Selman Chevrolet for Eight Chevrolet Equinox LT Electric Vehicles (Bid No. 24-048) (General and Non-General Fund)

RECOMMENDED ACTION

1. Approve an appropriation adjustment recognizing \$208,508, in prior-year fund balance in the Equipment Replacement Fund, Prior Year Carry Forward revenue account and appropriate the same amount into the Equipment Replacement Fund, Machinery and Equipment expenditure account this item. *(Requires five affirmative votes)*
2. Authorize a one-time purchase and payment of a Purchase Order to Selman Chevrolet for a total of eight 2024 new or unused Chevrolet Equinox LT Electric vehicles in an amount of \$377,016 plus a contingency amount of \$40,000, for a total amount not to exceed \$417,016.

GOVERNMENT CODE §84308 APPLIES: No

DISCUSSION

The Public Works Agency's Parks, Fleet, and Facilities Services Division is responsible for the acquisition, maintenance, repair, and replacement of vehicles, trucks, and maintenance equipment. The Fleet Services Team maintains an equipment replacement schedule and works with departments to routinely replace vehicles that have surpassed their useful life cycle. Staff recommends the purchase of four Chevrolet Equinox LT Electric to replace four vehicles that have reached their useful life cycle (Exhibits 1 and 2).

Additionally, the Planning and Building Agency has identified the need for additional vehicles to replace their leased vehicles. Staff recommends purchasing four Chevy Equinox LT Electric vehicles to use for the Code Enforcement and Cannabis Enforcement sections of the Planning and Building Agency. This purchase will replace four leased vehicles that are scheduled to be returned in 2025.

The Invitation for Bids (IFB) No. 24-048 was advertised on March 21, 2024 on the City's online bid management and publication system. A summary of IFB vendor participation and results is as follows:

233	Vendors notified
1	Santa Ana vendors notified
14	Vendors downloaded the bid packet
3	Bids received
1	Bids received from Santa Ana vendors

Bids were solicited, opened on April 11, 2024, and evaluated (Exhibit 1). Three bids were submitted by the IFB deadline, and two were determined to be responsible, responsive to the specifications, and met the City's requirements. The bid submitted by Guaranty Chevrolet was deemed non-responsive due to the vendor submitting incorrect specifications that did not meet the requirements of the IFB. The bid submitted by Selman Chevrolet of Orange, CA was determined to be the lowest, responsible bid, and was responsive to the specifications for the vehicle for which they submitted a bid, and met the City's requirements. Staff recommends authorizing a one-time purchase and payment of a Purchase Order to Selman Chevrolet for a total of eight 2024 new or unused Chevrolet Equinox LT electric vehicles.

FISCAL IMPACT

With the approval of the requested appropriation adjustment, \$208,508 will be recognized in prior year fund balance in the Equipment Replacement Fund, Prior Year Carry Forward revenue account (No. 07017002-50001) and appropriate the same amount into the Equipment Replacement Fund, Machinery & Equipment expenditure account (No. 07017100-66400). The funds will be budgeted and available for this item in the accounts below.

Fiscal Year	Accounting Unit-Account #	Fund Description	Accounting Unit, Account Description	Amount
2023-24	07017100-66400	Equipment Replacement	Equipment Replacement, Machinery & Equipment	\$208,508
2023-24	01116540-66400	General Fund	Community Preservation, Machinery & Equipment	\$104,254
2023-24	01216010-66400	General Fund	Enforcement Services, Machinery & Equipment	\$104,254
TOTAL				\$417,016

EXHIBIT(S)

1. Picture of Chevrolet Equinox LT EV Vehicle
2. Bid Abstract

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Submitted By: Nabil Saba, P.E., Executive Director – Public Works Agency

Approved By: Alvaro Nuñez, Acting City Manager